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ABSTRACT

Major achievements of the New England Library Information Network (NELINET) during the fiscal year ending July 30, 1973 included the following: a formal agreement for cooperative library network development was signed between the Ohio College Library Center (OCLC) and the New England Board of Higher Education (NEBHE) effective July 1, 1972; individual agreements between NEBHE/NELINET and each NELINET on-line shared cataloging system were selected, and thirty-seven ordered; on-line and off-line NELINET member library staffs were trained by the NELINET Field Operations staff for participation in the system; fifteen terminals were installed and operational in thirteen member libraries at the year's end. NELINET task groups expanded and intensified their activities to develop cooperative programs beyond the NELINET membership. NELINET participation in regional library development was widened beyond New England's borders, and NELINET goals and budget for the coming year were defined and approved by the membership. (Author)

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new england library information network

DIRECTOR'S ANNUAL REPORT 1972-1973

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NEW ENGLAND LIBRARY INFORMATION NETWORK

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Ronald F. Miller	New England Library Information Network

NELINET

Ronald F. Miller, Director

Ruth L. Tighe, Assistant Director for Field Operations

Ann P. Hocevar, Field Operations Assistant

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NEW ENGLAND BOARD OF HIGHER EDUCATION

NELINET
NEW ENGLAND LIBRARY
INFORMATION NETWORK

TO: The Membership Council of the New England Library Information Network

I have the honor to submit the second Annual Report in conformance with Section 4.11 of the *New England Library Information Network (NELINET), Policies and Procedures*, adopted July 1972.

This report covers the period July 1, 1972 through June 30, 1973, the period of the official fiscal year.

This report is distributed to the directors of the libraries and agencies which form the NELINET Membership Council, contractors, funding agencies and, through ERIC/CLIS, to other members of the library and information science community.

Ronald F. Miller
Director, NELINET

40 GROVE STREET, WELLESLEY, MASSACHUSETTS 02181 (617) 235-8071

SUMMARY

Major achievements of the New England Library Information Network (NELINET) during the fiscal year ending June 30, 1973 include the following: a formal agreement for cooperative library network development was signed between the Ohio College Library Center (OCLC) and the New England Board of Higher Education (NEBHE) effective July 1, 1972; individual agreements between NEBHE/NELINET and each NELINET on-line member were concluded, terminals for use with the NELINET/OCLC on-line shared cataloging system were selected, and thirty-seven ordered; on-line and off-line NELINET member library staffs were trained by the NELINET Field Operations staff for participation in the system; fifteen terminals were installed and operational in thirteen member libraries at the year's end.

NELINET task groups expanded and intensified their activities to develop cooperative programs beyond the NELINET membership. NELINET participation in regional library development was widened beyond New England's borders, and NELINET goals and budget for the coming year were defined and approved by the membership.

These events could not have been accomplished without the support of the New England Board of Higher Education and the effort, dedication, and loyalty of NELINET staff, NELINET member library directors and their staffs, the NELINET Executive Committee and members of the staff of the Ohio College Library Center. The Director offers his grateful appreciation to each group for its valuable contribution to NELINET's growth.

ACTIVITIES

I. Agreements

A. After approximately one year of negotiation the formal three-year agreement between OCLC and NEBHE/NELINET was finally signed, effective July 1, 1972.

The agreement is in effect for three years and provides for off-line catalog card production, on-line connection to the OCLC remote access union catalog and shared cataloging system, and provision for the supply of magnetic tape containing portions of the bibliographic data base. Although the specific details involved in full replication of the OCLC computer system are not fully defined, provisions for that eventuality are also included.

B. Because of the large commitments involved, NEBHE stipulated that agreements must also be concluded between each NELINET member and NEBHE/NELINET. Such agreements were negotiated and signed after letters of intent were received from prospective members at NEBHE/NELINET headquarters.

C. A set of terms and conditions was negotiated between NEBHE and Spiras Systems, Inc. of Cambridge, Massachusetts to fabricate and deliver thirty-seven terminals to twenty-six institutions which formed the on-line membership of NELINET.

II. Terminals and Terminal Service

During the first half of the year, staff members of OCLC and NELINET undertook to locate a manufacturer who could supply both networks with an alternative to the Irascope Model LTE manufactured by Spiras Systems, Inc. of Cambridge, Massachusetts. Beehive Medical Electronics, Inc. of Salt Lake City was selected as the manufacturer and a new unit was designed with the major contribution of OCLC engineering staff. Delivery of the units, named the OCLC Model 100 Display, was scheduled for July 1973.

Concurrently, negotiations between NEBHE and Spiras for Model LTE's were concluded in December 1972, delivery commencing in March, 1973. The price of each of these units was $3,700, a reduction of $3,400 from the price first quoted to NEBHE by Spiras during the first phases of negotiation. The OCLC Model 100 Display was finally priced at $3,205.

Spiras began delivery of units in April 1973, one unit having been installed previously at Dartmouth College in February, 1972 as reported in the previous *Annual Report*. As of June 30, fifteen units had been installed in thirteen member libraries.

During the first quarter of 1973, the NELINET staff investigated several service organizations which submitted proposals to maintain the terminals after installation. A decision was made to retain Syntonic Technology, Inc., for this purpose and contracts were drafted and negotiated. Concurrently, OCLC changed its own service organization from Raytheon to Syntonics; therefore, NEBHE decided to conclude a service agreement directly with OCLC so that one national service organization would maintain both Spiras and OCLC Model 100 Display terminal units. This decision caused a delay beyond the end of the fiscal year, and Spiras was retained to maintain the LTE's during the interim period on a day-by-day basis.

III. Staff Training Program

After revising a manual describing catalog card format options available from the OCLC card production system, the NELINET Field Operations staff began to define catalog card formats and catalog profiles for each on-line and off-line member library.

This activity began in September 1972 and involved site visits to each library. Profiles, defining each library's requirements, were then developed, verified by each library, translated into coded format for computer input, and, finally sent to OCLC for loading into the system.

Thereafter, a series of sub-regional workshops were held to teach appropriate representatives from each on-line member how the MARC II Communications Format is structured, and how to tag appropriate data elements in a bibliographic record as displayed on the on-line work-form of the OCLC shared cataloging system.

Prior to the installation of terminals, the Field Operations staff prepared a *Terminal Use Manual*. This manual was distributed to each on-line member, and was used by terminal operators without on-site assistance from the NELINET staff for one or two weeks. At this point terminal training sessions were held to clear up remaining questions about system operations.

Additional orientations were held as integral parts of two full Membership Council meetings, which enabled terminal users to share experiences and to help solve common problems. Both of these meetings were videotaped. The tapes subsequently circulated to NELINET libraries as well as to interested parties outside of New England. The first Membership Council meeting was convened at the College of the Holy Cross on February 22, 1973. Miss Judith Hopkins of the OCLC staff gave an informative presentation to the attendees. The second meeting was convened at Fairfield University on June 5, 1973 at which a panel discussion on implementation of the system was presented by representatives of NELINET institutions.

Headquarters Staff

Until June 1973, the headquarters staff consisted of two professionals, one permanent secretary and several short-term support personnel. At year's end, a third professional joined the staff to assume part of the growing burden of staff training and terminal maintenance. By the end of 1972-1973 the professional staff consisted of Ron Miller, Director; Ruth Tighe, Assistant Director for Field Operations, and Ann Hocevar, Field Operations Assistant.

Mrs. Hocevar was formerly in charge of CATLINE operations at Countway Library of Medicine. Since CATLINE was a developing on-line shared cataloging system for medical libraries, Mrs. Hocevar is well-qualified for her task at NELINET.

Miss Carolyn Stuart, a bright familar voice to most NELINET member staff, completed the year as senior secretary after two years of devoted service.

IV. Task Groups and Committees

NELINET members participated in a wide range of activities through the various task groups and committees within NELINET. Among these is the TASK GROUP ON GOVERNMENT DOCUMENTS, which expanded during the year to include several document librarians from the New England region who shared this community of interest but were not NELINET members. Work by this group, begun last year, towards an expanded title index to government publications continued; feasibility tests were run at Northeastern University and the University of Connecticut. A proposal for the production of such an index was prepared.

Achievements of the TASK GROUP ON GOVERNMENT DOCUMENTS to date include publication of A *List of Classes of U. S. Government Publications Available for Selection by Depository Libraries With a Union List of Item Numbers*, and co-sponsorship with ASIS and SLA of a regional program on government documents. NELINET co-sponsored a delegate from the same task

group to a government publications workshop in Kansas City, and the group will use that experience as the basis for a workshop program on government publications scheduled for the spring of 1974.

The TASK GROUP ON SERIALS analyzed the feasibility of producing a single New England region union list of serials, conducting a series of surveys in the process in an attempt to ascertain the characteristics and formats of existing union lists in the region. The TASK GROUP ON SERIALS concluded that creation of a single union list of serials for New England could only be undertaken with more staff, time and funding than it had available to it, and the project was tabled. However, effort toward this end by the group did result in two ancillary activities: firstly, the definition of a MARC subset of data elements for union lists was developed and distributed to New England librarians and the Library of Congress; secondly, the compilation of an annotated list of union lists of serials in New England was undertaken, based upon a survey completed during the previous year.

The NELINET TASK GROUP ON AUTHORITY FILES, later changed to the TASK GROUP ON NETWORK STANDARDS participated in a survey, conducted under the auspices of the Council on Library Resources, to evaluate, on NELINET's behalf, the completeness of the OCLC *Standards for Input Cataloging* vis-a-vis member needs and the MARC format for monographs as described in the 5th edition of *Books: A MARC Format*. In light of the fact that OCLC had begun work on authority files, this aspect of the committee's activities was discontinued, and, upon completion of the survey the committee disbanded. The activities of this committee will be subsumed within the NELINET Cataloging Advisory Committee to be established in fiscal year 1973-1974.

V. Regional Networking

A. Inside of New England

1. In its continuing effort to promote regionalism in New England, NELINET, through its Director, participated in the creation of the New England Library Board (NELB) through the work of the Regional Planning Committee of the New England Library Association. The NELINET Director now represents NEBHE on the Panel of Counsellors, a regional group of advisors which supports the work of the NELB.

B. Outside of New England

1. In a national context, the NELINET concern for regionalism was presented to the National Commission on Libraries and Information Science (NCLIS) by the NELINET Director at a hearing in Washington, D.C. held on October 27, 1972.

2. NELINET played a role in the creation of the Council of Regions, a group organized for the purpose of coordinating the growth and integration of electronic library network development, since several library groups have begun the development of OCLC-like systems.

VI. Goals

A. As a result of a management retreat held for the Executive Committee on January 14 - 16, 1973, a set of goals to guide its activities for the coming year was formulated for membership approval. They are as follows:

1. To ensure the best possible performance of the existing system for the NELINET membership.

2. To expand the NELINET membership. Target for terminal installation in addition to the 36 already committed is 60.

3. To move deliberately toward replicating the OCLC system for New England by:

   a. Developing in-house technical staff capability to support replication.

   b. Completing a financial, governance and system performance trade-off analysis between the alternatives of replicating the OCLC system in New England, and contracting with OCLC to run the NELINET system on-site in Columbus.

   c. Seeking funding for non-recurring support of replication.

   d. Determining long term costs under the above conditions as operating within NEBHE or within an alternative jurisdiction.

4. To participate actively in the emerging community of library networks.

5. To continue the effective development of communities of interest toward the solution of regional library problems.

6. To develop and present to NEBHE and the Membership Council a long-range development plan for NELINET.

B. As a result of the adoption of these goals, staff augmentation began before the end of the fiscal year. A Field Operations Assistant was hired in May, and a search for an Assistant Director for Systems began.

NORTHEAST ACADEMIC SCIENCE INFORMATION CENTER

In addition to serving ten percent of his time as Principal Investigator, the NELINET Director was appointed Acting Director of the Center from March through May 1973, until a permanent director could be employed. This program, funded by the National Science Foundation, is a separate program of NEBHE devoted to the development of a northeast system for providing services to the academic community from machine-readable data bases through specially trained staff in the user's home library. The salary for the time which the NELINET Director allocates to this program is paid by NEBHE.

THE FUTURE

During the next year NELINET's goals, as reproduced above, will serve as the general developmental map against which the staff will be measured by the NELINET Membership, and against which NELINET as a whole will be rated by the library community.

Most immediately, terminal installation and staff training will continue, and membership will be expanded as a result of a concerted network-wide recruiting program.

Beginning in late summer, an Assistant Director for Systems will be hired, and he will investigate those aspects of OCLC needed to underpin and define the replication program in precise terms.

The staff expects to develop more precise knowledge of the impact of the OCLC system on the internal operations of member libraries. Coordinate studies by member institutions will also be encouraged.

FINANCIAL REPORT

July 1, 1972 through June 30, 1973

NEW ENGLAND LIBRARY INFORMATION NETWORK

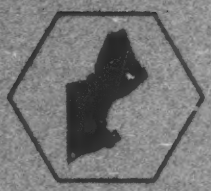
MEMBERSHIP STATUS LIST: FY 72-73

Name of Institution	Librarian	Status
CONNECTICUT		
Connecticut College	Mary A. McKenzie	On-line
University of Connecticut	John P. McDonald	On-line
Fairfield University	Rev. Francis A. Small	On-line
Ferguson Public Library	Marie V. Hurley	On-line
Stratford Library Association	Maurice G. Klein	On-line
Yale University	Rutherford D. Rogers	On-line
MAINE		
Bowdoin College	Arthur Monke	On-line
Colby College	Kenneth P. Blake	On-line
University of Maine at Portland/Gorham	Clifton F. Giles, Jr.	On-line
MASSACHUSETTS		
Boston Theological Institute	Ronald E. Diener	On-line
Boston University	John Laucus	On-line
Curry College	Marjorie W. MacLeod	On-line
Hampshire College	Richard Muller	On-line
Massachusetts Institute of Technology	Natalie N. Nicholson	Sustaining
Newton College	John D. J. Slinn	On-line
Northeastern University	Roland H. Moody	On-line
Tufts University	Joseph S. Komidar	On-line
Wellesley College	Helen M. Brown	On-line
Worcester Area Cooperating Libraries	Raymond DeBuse	On-line
NEW HAMPSHIRE		
Dartmouth College	Edward C. Lathem	On-line
New Hampshire College and University Council	Norma Creaghe	Off-line
New Hampshire State Library	Emil W. Allen	Sustaining
University of New Hampshire	Donald E. Vincent	On-line
RHODE ISLAND		
Bryant College	John Hannon	On-line
Rhode Island College	Richard A. Olsen	On-line
Rhode Island Department of State Library Services	Elizabeth G. Myer	Sustaining
University of Rhode Island	George R. Parks	On-line
Roger Williams College	Sherrie B. Friedman	On-line
U. S. Naval War College	Earl R. Schwass	Sustaining
VERMONT		
Middlebury College	John R. McKenna	On-line
University of Vermont	Paul B. Kebabian	On-line

GENERAL ADMINISTRATIVE FINANCIAL TRANSACTION

July 1, 1972 through June 30, 1973

BUDGET LINE ITEM	BUDGET	PAYMENT	NEBHE	BALANCE or (DEFICIT)
Salaries	$ 57,253.00	$54,078.77		$ 3,174.23
Benefits	11,252.00	8,830.74		2,421.26
Consultant & Honoriara	1,950.00	1,127.19		822.81
Staff Travel	4,500.00	6,011.29		(1,511.29)
Consultant Travel	5,820.00	2,869.97		2,950.03
Supplies	3,900.00	2,542.74		1,357.26
Publication & Printing	1,600.00	1,542.03		57.97
Communications	7,000.00	5,346.17		1,653.83
Books, Reference Materials and Memberships	230.00	257.95		(27.95)
Program Development	500.00	1,315.53		(815.53)
Rents	7,728.00	6,524.83		1,203.17
	101,733.00	90,447.21		11,285.79
	40,494.00		$40,494.00	-0-
	$142,227.00	$90,447.21	$40,494.00	$11,285.79



The New England Board of Higher Education (NEBHE) is the public agency through which the six New England states together promote and develop activities to further expand educational opportunities for the people of the region while more effectively utilizing all of the region's higher educational facilities.

The Board was authorized in 1955 by the New England Higher Education Compact, a formal interstate agreement between the six states ratified by the United States Congress. The following functions are primary in the achievement of the Board's purposes:

- To provide a facility and staff capable of continuous assessment of and research relevant to higher education in New England.
- To assist in the initiation and development of plans and programs to meet the higher educational needs of the region.
- To serve as a clearinghouse for the collection and dissemination of information about and pertinent to the institutions and other agencies concerned with higher education in the region.
- To serve as an administrative and fiscal agent for higher educational contracts and agreements between the institutions and/or governments in New England.
- To provide consultative services to the institutions, agencies, and governments of New England in higher educational areas of major regional significance.
- To serve as a vehicle for the regional implementation of federally and privately financed programs related to higher education.

Each state is represented on the Board by persons from the academic, professional, governmental and interested lay communities who are appointed by the Governor and legislators in each state.